

April 17, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF A STANDARD AGREEMENT NO. EMS-2041 WITH THE STATE EMERGENCY MEDICAL SERVICES AUTHORITY TO FUND REGIONAL DISASTER MEDICAL/HEALTH COORDINATION PROGRAM** (All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Director of Health Services, or his designee, to sign Standard Agreement No. EMS-2041, retroactive to July 1, 2002, through June 30, 2003, with the State Emergency Medical Services Authority, to accept grant funds in the amount of \$95,000, with County in-kind costs of \$45,116, to fund the Regional Disaster Medical Health Coordination Program.
2. Approve and authorize the Director of Health Services, or his designee, to execute the certification of compliance with the State's non-discrimination and drug-free workplace requirements, and all other necessary documents, in connection with, and to accept the funds from, the Standard Agreement, upon review and approval by County Counsel.
3. Authorize continued employment of a permanent full-time, grant-funded Senior Disaster Analyst who serves as the Regional Disaster Medical and Health Specialist under the direction of the Regional Disaster Medical and Health Coordinator, or a replacement, if necessary.
4. Delegate authority to the Director of Health Services, or his designee, to sign amendments to the Standard Agreement (EMS-2041) with the State Emergency Medical Authority for Fiscal Year 2002-03, upon review and approval by County Counsel, to accept additional grant funds of up to 25% of the base amount of the Standard Agreement on substantially similar terms, and to notify the Board offices of the signing of the agreement.

5. Delegate authority to the Director of Health Services, or his designee, to sign any forthcoming Standard Agreement with the State Emergency Medical Services Authority, with substantially similar terms to the preceding Fiscal Year 2002-03 Standard Agreement No. EMS-2041, upon review and approval by County Counsel, to accept grant funds up to the approximate amount of \$95,000 to continue the Regional Disaster Medical Health Coordination Program for the period July 1, 2003 through June 30, 2004, and to notify the Board offices of the signing of the agreement.
6. Approve and authorize the Director of Health Services, or his designee, to execute the certification of compliance with the State's non-discrimination and drug-free workplace requirements and all other necessary documents in connection with, and to accept funds from, any forthcoming Standard Agreement for Fiscal Year 2003-04, with the State Emergency Medical Services Authority to fund the Regional Disaster Medical Health Coordination Program, on substantially similar terms as the preceding certification for the Fiscal Year 2002-03 Standard Agreement, upon review and approval by County Counsel.
7. Delegate authority to the Director of Health Services, or his designee, to sign any amendments to the Standard Agreement with the State Emergency Medical Services Authority for Fiscal Year 2003-04, upon review and approval by County Counsel, to accept additional grant funds of up to 25% of the base amount of the Standard Agreement for Fiscal Year 2003-04, on substantially similar terms of the Standard Agreement, and to notify the Board offices of the signing of the amendment.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTIONS:

In approving these actions, the Board is:

- authorizing the Director of Health Services, or his designee, to sign Standard Agreement No. EMS-2041, retroactive to July 1, 2002, through June 30, 2003 with the State Emergency Medical Services Authority (EMSA), to accept grant funds in the amount of \$95,000 with County in-kind costs of \$45,116, to fund the Regional Disaster Medical/Health Disaster Coordination (RDMHC) Program.
- authorizing the Director of Health Services, or his designee, to execute the certification of compliance with the State's non-discrimination and drug-free workplace requirements, and all other necessary documents, in connection with, and to accept the funds from, the Standard Agreement, upon review and approval by County Counsel.
- authorizing continued employment of a permanent full-time, grant-funded Senior Disaster Analyst who serves as the Regional Disaster Medical and Health Specialist (RDMHS) under the direction of the Regional Disaster Medical and Health Coordinator (Director of Emergency Medical Services), or a replacement if necessary.
- authorizing the Director of Health Services, or his designee, to sign amendments to the Standard Agreement (EMS-2041) with the State EMSA for Fiscal Year 2002-03, upon review and approval by County Counsel, to accept additional grant funds of up to 25% of the base amount of the

Standard Agreement on substantially similar terms, and to notify the Board offices of the signing of the amendment.

- authorizing the Director of Health Services, or his designee, to sign any forthcoming Standard Agreement with the State Emergency Medical Services Authority, with substantially similar terms to the preceding Fiscal Year 2002-03 Standard Agreement No. EMS-2041, following County Counsel's review and approval, to accept grant funds up to the approximate amount of \$95,000 to continue the Regional Disaster Medical Health Coordination Program for the periods July 1, 2003, through June 30, 2004, and to notify the Board offices of the signing of the agreement.
- authorizing the Director of Health Services, or his designee, to execute the certification of compliance with the State's non-discrimination and drug-free workplace requirements and all other necessary documents in connection with, and to accept funds from, any forthcoming Standard Agreement for Fiscal Year 2003-04, with the State Emergency Medical Services Authority to fund the Regional Disaster Medical Health Coordination Program, on substantially similar terms as the preceding certification for the Fiscal Year 2002-03 Standard Agreement, upon review and approval by County Counsel.
- authorizing the Director of Health Services, or his designee, to sign any amendments to the Standard Agreement with the State Emergency Medical Services Authority for Fiscal Year 2003-04, upon review and approval by County Counsel, to accept additional grant funds of up to 25% of the base amount of the Standard Agreement for Fiscal Year 2003-04, on substantially similar terms of the Standard Agreement, and to notify the Board offices of the signing of the amendment.

Existing County policy and procedures require the timely submission of contracts for Board approval. However, this request for approval of the State EMSA Standard Agreement was not scheduled for placement on the Board's agenda prior to its effective date, because DHS did not receive the agreement from the State until August 2002 and conflicting Departmental priorities with respect to efforts to finalize other contracts and grants.

#### FISCAL IMPACT/FINANCING:

Previous funding for the RDMHC Program was obtained through Prevention Block 2000 Grants. Those Federal and State funds expired on June 30, 2000. On July 1, 2001, funding became secured for the RDMHC through the use of State general funds. Funding for this agreement is provided by the EMSA utilizing State general funds in the form of annual, renewal contracts.

The total cost of providing Region 1 medical and health disaster coordination is set forth in the budget prepared by EMSA is \$140,116 comprised of \$95,000 of State EMSA grant funds and County in-kind services valued at \$45,116.

Funds for the County in-kind match consist of mainly of existing personnel, space and equipment costs in the amount of \$45,116. Funding for this program is included in the FY 2002-03 Adopted Budget, and will be requested as a continuing appropriation in future fiscal years.

A breakdown of the programmatic costs of the new agreement is provided in Attachment A.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Governor's Office of Emergency Services (OES) has divided California into six regional areas for the purposes of coordinating the State's purchases and response to major emergencies and disaster. Region 1 consists of Los Angeles, Orange, Ventura, Santa Barbara and San Louis Obispo Counties. Los Angeles County serves as the RDMHC for Region 1.

Los Angeles County Emergency Medical Services (EMS) Agency has received funds from the State EMSA since 1996 for these services. These funds have been used to directly offset salary and benefits and other costs associated with providing a Senior Disaster Services Analyst who serves as the OES Region 1 RDMHC under the supervision of the County's Director of EMS Agency. The Standard Agreement provides funding to enable Los Angeles County to continue serving as Region 1's RDMHC.

As background, on November 21, 1995, the Board approved the RDMHC agreement to plan and coordinate the requests for medical and health mutual aid resulting from a local or State proclamation of emergency with OES Region 1.

On December 17, 1996, September 16, 1997, January 5, 1999, and February 1, 2000, the Board approved four Standard Agreements with the State EMSA to continue these services up to end through June 30, 2000. Permanent funding for the RDMHC was approved in December 1999 and went into effect July 1, 2000 and has been renewed annually.

On July 1, 2001, funding became secured through the use of State general funds. Funding for this agreement is provided by the EMSA utilizing State general funds in the form of annual, renewal contracts.

On January 30, 2001, the Board approved a Standard Agreement from the State EMSA for Fiscal Year 2000-01, and delegated authority and to enter into a forthcoming Standard Agreement for Fiscal Year 2001-02.

The attached Disaster RDMHC Standard Agreement will provide funding to continue these services from July 1, 2002 through June 30, 2003. The State obligation is \$95,000, and the County's in-kind matching requirement of \$45,116. DHS anticipates receiving continued grant funding from the State EMSA in an approximately equivalent amount for Fiscal Year 2003-04 through a Standard Agreement with the State on substantially similar terms.

The RDMHC, in coordination with the State EMSA and the County DHS, will assist the State in the ongoing coordination of a regional medical and health disaster plan. This plan is activated in response to a medical or health disaster resulting from a local or State proclamation of an emergency. The RDMHC coordinates the intra-regional medical and health disaster mutual and response in the event of a disaster within the region.

County Counsel has approved the Standard Agreement (Exhibit I) as to use and form.

Attachment A provides additional information.

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CONTRACTING PROCESS:

The recommended Standard Agreement is between the State EMSA and the County. The contracting opportunity was offered to the County.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the recommended Standard Agreement provides funding to enable Los Angeles County to continue serving as the OES Region 1 RDMHC.

When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,

Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:cba

Attachments (1)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

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**SUMMARY OF AGREEMENT**1. **TYPE OF SERVICE:**

The standard agreement with the State EMSA provides funding to enable Los Angeles County to continue serving as the Regional Disaster Medical and Health Coordinator for OES Region 1 (includes Los Angeles, Orange, Ventura, Santa Barbara, and San Luis Obispo counties). The standard agreement allows the County to coordinate the intra-regional medical and health disaster mutual aid response in the event of a disaster within the region.

2. **AGENCY ADDRESS AND CONTACT PERSON:**

State Emergency Medical Services Authority (EMSA)  
 1930 9<sup>th</sup> Street  
 Sacramento, California 95814-7043  
 Attention: Carol MacRae, Contracts Manager  
 Telephone: (916) 322-4338

3. **TERM:**

The term of standard agreement No. EMS-2041, with the State EMSA will commence retroactively on July 1, 2002 through June 30, 2003.

4. **FINANCIAL INFORMATION:****Project Cost:**

<u>State EMSA Funds</u>	<u>County-In-Kind Match</u>	<u>Project Cost</u>
\$95,000	\$45,116	\$140,116

5. **APPROVALS:**

Clinical and Medical Affairs:	Thomas L. Garthwaite, M.D., Director and Chief Medical Officer
Emergency Medical Services Agency:	Carol Gunter, Acting Director
Contracts and Grants Division:	Riley J. Austin, Acting Chief
County Counsel (as to form):	Edward A. Morrissey, Deputy County Counsel

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